

## MANAGER'S BUDGET ADDENDUM #2



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Larry D. Lisenbee

**SUBJECT:** BUDGET STUDY SESSIONS

**DATE:** May 5, 2005

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Approved

/s/

Date

05/05/05

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Attached are detailed agendas for the 2005-2006 Budget Study Sessions for the City's and Redevelopment Agency's Operating and Capital Budgets, scheduled to begin on May 9, 2005.

The attached agendas for the Operating Budget Study Sessions will help you locate the detailed discussions for each City Service Area (CSA) in the City's Operating Budget Document. The CSA sections can be found in section VII of the document and include the following information: Overview (e.g., Budget Summary, Five-Year Business Plan, Two-Year Investment Strategy, Performance by Outcome, Proposed Investment Changes), Core Services (e.g., Core Service Performance and Resource Overview and Budget Changes by Core Service), and City-Wide (e.g., City-Wide Expenses and General Fund Capital, Transfers, and Reserves). Compensation Impact Contingency Plan budget proposals can be found on pages XII-1 – XII-23. Although not specifically presented, the more technical information regarding the budget can be found in the General Fund Revenue Estimates section, pages VI-1 – VI-48, City Departments section, pages VIII-1 – VIII-137, City-Wide section, pages IX-1 – IX-26, Selected Fund Summaries section, pages X-1 – X-58, and Source and Use of Funds Statements section, pages XI-1 – XI-83.

The Capital Budget Study Session presentations are also again organized by CSA, which integrate capital programs with service areas that they support. Please refer to section V of the City's Capital Budget document for detailed Capital Program information.

Redevelopment Agency Budget information will be discussed with the Economic and Neighborhood Development CSA (May 9<sup>th</sup>). The Redevelopment Agency budget material has been released under separate cover. The Council appointees will be discussed with the Strategic Support City Service Area (May 18<sup>th</sup>).

Please contact me at 277-5111 if you have questions or would like assistance with the agendas.

/s/

LARRY D. LISENBEE  
Budget Director

Attachments

**2005-2006**  
**CITY OF SAN JOSÉ**  
**BUDGET STUDY SESSIONS\***

<b>ITEM**</b>	<b>DATE</b>	<b>TIME</b>
<b><u>City and Redevelopment Agency Operating Budgets</u></b>		
<input type="checkbox"/> Overview	May 9, 2005	1:00pm – 1:30pm
<input type="checkbox"/> Economic and Neighborhood Development (including Redevelopment Agency 2005-2006 Overview and Operating Budget)	May 9, 2005	1:30pm – 5:00pm
<input type="checkbox"/> Recreation and Cultural Services	May 11, 2005	8:00am – 12:00pm
<input type="checkbox"/> Environmental and Utility Services	May 11, 2005	1:00pm – 3:00pm
<input type="checkbox"/> Transportation & Aviation Services	May 11, 2005	3:00pm – 5:00pm
<input type="checkbox"/> Transportation & Aviation Services	May 12, 2005	8:00am – 12:00pm
<input type="checkbox"/> Public Safety	May 13, 2005	1:00pm – 5:00pm
<b><u>City Capital Budget</u></b>		
<input type="checkbox"/> Overview	May 16, 2005	8:00am – 8:30am
<input type="checkbox"/> Transportation & Aviation Services	May 16, 2005	8:30am – 11:30am
<input type="checkbox"/> Economic and Neighborhood Development	May 16, 2005	11:30am – 12:00pm
<input type="checkbox"/> Environmental and Utility Services	May 18, 2005	8:00am – 9:00am
<input type="checkbox"/> Public Safety	May 18, 2005	9:00am – 10:00am
<input type="checkbox"/> Recreation and Cultural Services	May 18, 2005	10:00am – 12:00pm
		1:00pm – 2:00pm
<input type="checkbox"/> Strategic Support	May 18, 2005	2:00pm – 2:30pm
<b><u>City and Redevelopment Agency Operating Budgets (Cont'd.)</u></b>		
<input type="checkbox"/> Strategic Support (including Council Appointees)	May 18, 2005	2:30pm – 3:30pm
<input type="checkbox"/> Compensation Impact Contingency Plan	May 18, 2005	3:30pm – 4:00pm
<input type="checkbox"/> City Auditor Recommendations	May 18, 2005	4:00pm – 4:15pm
<input type="checkbox"/> Fees and Charges	May 18, 2005	4:15pm – 5:00pm
<b><u>Hold for Discussions as Needed</u></b>		
	May 19, 2005	8:00am – 12:00pm
	May 20, 2005	8:00am – 12:00pm
	May 20, 2005	1:00pm – 5:00pm

\* Budget Study Sessions will be held in the Council Chambers.

\*\*Items may be taken out of order or in advance of the scheduled time if Council completes its discussion of the item scheduled prior to the next item. For information, call Deanna Santana at 277-5828.



## 2005-2006 PROPOSED OPERATING BUDGET

### STUDY SESSION

### AGENDA\*

Monday, May 9, 2005  
1:00 pm – 5:00 pm, Council Chambers

Opening Comments	Mayor Gonzales
Introduction and Overview of Proposed Operating Budget	Del D. Borgsdorf Larry D. Lisenbee Paul Krutko

Discussion of Operating Budget by City Service Area

<u>City Service Area</u>	<u>Page #</u>
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#### **Economic and Neighborhood Development** (CSA Lead: Paul Krutko)

- |                         |                  |
|-------------------------|------------------|
| 1. <u>Overview</u>      | VII-63 – VII-92  |
| 2. <u>Core Services</u> | VII-93 – VII-162 |

Business/Job Attraction, Retention,  
Expansion and Creation (*Office of Economic Development*)

Community Code Enforcement  
(*Planning, Building and Code Enforcement*)

Convention Facilities (*Conventions, Arts & Entertainment*)

Development Plan Review and Building Construction  
Inspection (*Planning, Building and Code Enforcement*)

Enhance the Quality and Supply of the City's  
Housing Stock (*Redevelopment Agency*)

Fire Safety Code Compliance (*Fire*)

Increase the Affordable Housing Supply (*Housing*)

Initiate and Facilitate Private Development  
(*Redevelopment Agency*)

Initiate and Facilitate Public Facilities and Spaces  
(*Redevelopment Agency*)

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## 2005-2006 PROPOSED OPERATING BUDGET

### STUDY SESSION

### AGENDA\*

Monday, May 9, 2005 (Cont'd.)  
1:00 pm – 5:00 pm, Council Chambers

Discussion of Operating Budget by City Service Area (Cont'd.)

City Service Area

Page #

#### **Economic and Neighborhood Development (Cont'd.)**

##### 2. Core Services (Cont'd.)

Long Range Land Use Planning  
(*Planning, Building and Code Enforcement*)

Maintain the Existing Affordable Housing Supply  
(*Housing*)

Outdoor Special Events  
(*Office of Economic Development*)

Promote and Implement Neighborhood Improvement  
Strategies (*Redevelopment Agency*)

Provide Service to Homeless and At-Risk Populations (*Housing*)

Regulate/Facilitate Private Development (*Public Works*)

Workforce Development (*Office of Economic Development*)

Strategic Support (*All Departments*)

##### 3. City-Wide

VII-163 – VII-164

##### 4. San José Redevelopment Agency 2005-2006 Operating Budget (See separate document) Overview by Executive Director Harry Mavrogenes

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## 2005-2006 PROPOSED OPERATING BUDGET

### STUDY SESSION

### AGENDA\*

Wednesday, May 11, 2005  
8:00 am – 12:00 pm, Council Chambers  
1:00 pm – 5:00 pm, Council Chambers

Discussion of Operating Budget by City Service Area (Cont'd.)

<u>City Service Area</u>	<u>Page #</u>
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#### **Recreation and Cultural Services** (CSA Lead: Albert Balagso)

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|-------------------------|-------------------|
| 1. <u>Overview</u>      | VII-295 – VII-317 |
| 2. <u>Core Services</u> | VII-319 – VII-377 |

Arts and Cultural Development  
(*Office of Economic Development*)

Community Strengthening Services  
(*Parks, Recreation and Neighborhood Services*)

Life Enjoyment Services  
(*Parks, Recreation and Neighborhood Services*)

Neighborhood Livability Services  
(*Parks, Recreation and Neighborhood Services*)

Promote Lifelong Learning and Provide  
Educational Support (*Library*)

Provide Access to Information, Library Materials  
and Digital Resources (*Library*)

Strategic Support (*All Departments*)

- |                     |                   |
|---------------------|-------------------|
| 3. <u>City-Wide</u> | VII-379 – VII-381 |
|---------------------|-------------------|

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## 2005-2006 PROPOSED OPERATING BUDGET

### STUDY SESSION

### AGENDA\*

Wednesday, May 11, 2005 (Cont'd.)  
8:00 am – 12:00 pm, Council Chambers  
1:00 pm – 5:00 pm, Council Chambers

Discussion of Operating Budget by City Service Area (Cont'd.)

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#### **Environmental & Utility Services** (CSA Lead: Carl Mosher)

1. <u>Overview</u>	VII-165 – VII-181
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2. <u>Core Services</u>	VII-183 – VII-215
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Manage Potable Water (*Environmental Services*)

Manage Recycled Water (*Environmental Services*)

Manage Recycling and Garbage Services (*Environmental Services*)

Manage Urban Runoff Quality (*Environmental Services*)

Manage Wastewater (*Environmental Services*)

Protect Natural and Energy Resources (*Environmental Services*)

Sanitary Sewer Maintenance (*Transportation*)

Storm Sewer Management (*Transportation*)

3. <u>City-Wide</u>	VII-217
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#### **Transportation and Airport Services** (CSA Leads: Jim Ortbal and Bill Sherry)

1. <u>Aviation Overview</u>	VII-9 – VII-36
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2. <u>Aviation Core Services</u>	VII-37 – VII-62
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Airport Customer Service (*Airport*)

Airport Environmental Management (*Airport*)

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## 2005-2006 PROPOSED OPERATING BUDGET

### STUDY SESSION

### AGENDA\*

Wednesday, May 11, 2005 (Cont'd.)  
8:00 am – 12:00 pm, Council Chambers  
1:00 pm – 5:00 pm, Council Chambers

Discussion of Operating Budget by City Service Area (Cont'd.)

<u>City Service Area</u>	<u>Page #</u>
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#### **Transportation and Airport Services (Cont'd.)**

2. Aviation Core Services (Cont'd.)

Community Air Service (*Airport*)

Strategic Support (*Airport*)

3. <u>Transportation Overview</u>	VII-383 – VII-400
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4. <u>Transportation Core Services</u>	VII-401 – VII-449
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Parking Services (*Transportation*)

Pavement Maintenance (*Transportation*)

Street Landscape Maintenance (*Transportation*)

Traffic Maintenance (*Transportation*)

Traffic Safety Services (*Police*)

Transportation Operations (*Transportation*)

Transportation Planning (*Transportation*)

Strategic Support (*Transportation*)

5. <u>Transportation City-Wide</u>	VII-451 – VII-453
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## 2005-2006 PROPOSED OPERATING BUDGET

### STUDY SESSION

### AGENDA\*

Thursday, May 12, 2005  
8:00 am – 12:00 pm, Council Chambers

Discussion of Operating Budget by City Service Area (Cont'd.)

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**Transportation and Airport Services** (CSA Leads: Jim Ortbal and Bill Sherry)  
(Cont'd.)

- |  |                   |
|--|-------------------|
| 1. <u>Aviation Overview</u>                            | VII-9 – VII-36    |
| 2. <u>Aviation Core Services</u>                       | VII-37 – VII-62   |
| Airport Customer Service ( <i>Airport</i> )            |                   |
| Airport Environmental Management ( <i>Airport</i> )    |                   |
| Community Air Service ( <i>Airport</i> )               |                   |
| Strategic Support ( <i>Airport</i> )                   |                   |
| 3. <u>Transportation Overview</u>                      | VII-383 – VII-400 |
| 4. <u>Transportation Core Services</u>                 | VII-401 – VII-449 |
| Parking Services ( <i>Transportation</i> )             |                   |
| Pavement Maintenance ( <i>Transportation</i> )         |                   |
| Street Landscape Maintenance ( <i>Transportation</i> ) |                   |
| Traffic Maintenance ( <i>Transportation</i> )          |                   |
| Traffic Safety Services ( <i>Police</i> )              |                   |
| Transportation Operations ( <i>Transportation</i> )    |                   |
| Transportation Planning ( <i>Transportation</i> )      |                   |
| Strategic Support ( <i>Transportation</i> )            |                   |
| 5. <u>Transportation City-Wide</u>                     | VII-451 – VII-453 |

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## 2005-2006 PROPOSED OPERATING BUDGET

### STUDY SESSION

### AGENDA\*

Friday, May 13, 2005  
1:00 pm – 5:00 pm, Council Chambers

Discussion of Operating Budget by City Service Area (Cont'd.)

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**Public Safety** (CSA Lead: Robert Davis)

- |  |                   |
|--|-------------------|
| 1. <u>Overview</u>   | VII-219 – VII-236 |
| 2. <u>Core Services</u>  | VII-237 – VII-292 |
| Crime Prevention and Community Education ( <i>Police</i> )         |                   |
| Emergency Preparedness and Planning ( <i>Emergency Services</i> )  |                   |
| Emergency Response ( <i>Fire</i> )                                 |                   |
| Emergency Response and Recovery ( <i>Emergency Services</i> )      |                   |
| Fire Prevention ( <i>Fire</i> )                                    |                   |
| Independent Police Oversight ( <i>Independent Police Auditor</i> ) |                   |
| Investigative Services ( <i>Police</i> )                           |                   |
| Regulatory Services ( <i>Police</i> )                              |                   |
| Respond to Calls for Service ( <i>Police</i> )                     |                   |
| Special Events Services ( <i>Police</i> )                          |                   |
| Strategic Support ( <i>All Departments</i> )                       |                   |
| 3. <u>City-Wide</u>  | VII-293 – VII-294 |

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**2005-2006 PROPOSED CAPITAL BUDGET  
AND  
2006-2010 CAPITAL IMPROVEMENT PROGRAM**

**STUDY SESSION**

**AGENDA\***

Monday, May 16, 2005  
8:00 am – 12:00 pm, Council Chambers

Opening Comments	Mayor Gonzales
Introduction of Proposed Capital Budget	Del D. Borgsdorf
Overview Presentation	Larry D. Lisenbee Ed Shikada
Discussion of Capital Budget by City Service Area	

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**Transportation and Airport Services**

<i>Aviation Services</i>	V-1 – V-8
<i>Airport Capital Program</i>	V-9 – V-87
<i>Transportation Services</i>	V-771 – V-778
<i>Parking Capital Program</i>	V-779 – V-792
<i>Traffic Capital Program</i>	V-793 – V-923

**Economic and Neighborhood Development**

<i>Developer Assisted Projects Capital Program</i>	V-89 – V-93 V-95 – V-113
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**2005-2006 PROPOSED CAPITAL BUDGET  
AND  
2006-2010 CAPITAL IMPROVEMENT PROGRAM**

**2005-2006 PROPOSED OPERATING BUDGET**

**STUDY SESSION**

**AGENDA\***

Wednesday, May 18, 2005  
8:00 am – 12:00 pm, Council Chambers  
1:00 pm – 5:00 pm, Council Chambers

Discussion of Capital Budget by City Service Area (Cont'd.)

<u>City Service Area</u>	<u>Page #</u>
<b>Environmental and Utility Services</b>	<b>V-115 – V-123</b>
<i>Sanitary Sewer System Capital Program</i>	V-125 – V-168
<i>Storm Sewer System Capital Program</i>	V-169 – V-201
<i>Water Pollution Control Capital Program</i>	V-203 – V-238
<i>Water Utility System Capital Program</i>	V-239 – V-276
<b>Public Safety</b>	<b>V-277 – V-283</b>
<i>Public Safety Capital Program</i>	V-285 – V-359
<b>Recreation and Cultural Services</b>	<b>V-361 – V-378</b>
<i>Library Capital Program</i>	V-379 – V-429
<i>Park and Community Facilities Capital Program</i>	V-431 – V-769
<b>Strategic Support</b>	<b>V-925 – V-931</b>
<i>Civic Center Capital Program</i>	V-933 – V-949
<i>Communications Capital Program</i>	V-951 – V-964
<i>Municipal Improvements Capital Program</i>	V-965 – V-978
<i>Service Yards Capital Program</i>	V-979 – V-997

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**2005-2006 PROPOSED CAPITAL BUDGET  
AND  
2006-2010 CAPITAL IMPROVEMENT PROGRAM**

**2005-2006 PROPOSED OPERATING BUDGET**

**STUDY SESSION**

**AGENDA\***

Wednesday, May 18, 2005 (Cont'd.)  
8:00 am – 12:00 pm, Council Chambers  
1:00 pm – 5:00 pm, Council Chambers

Discussion of Operating Budget by City Service Area (Cont'd.)

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**Strategic Support** (CSA Lead: Mark Danaj)

- |                         |                   |
|-------------------------|-------------------|
| 1. <u>Overview</u>      | VII-455 – VII-479 |
| 2. <u>Core Services</u> | VII-481 – VII-573 |

Administer Retirement Plans (*Retirement Services*)

Debt and Risk Management (*Finance*)

Disbursements (*Finance*)

Employee Benefits (*Employee Services*)

Employment Services (*Employee Services*)

Facilities Management (*General Services*)

Financial Reporting (*Finance*)

Fleet and Equipment Services (*General Services*)

Health and Safety (*Employee Services*)

Manage and Support the Information Technology Infrastructure  
(*Information Technology*)

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**2005-2006 PROPOSED CAPITAL BUDGET  
AND  
2006-2010 CAPITAL IMPROVEMENT PROGRAM**

**2005-2006 PROPOSED OPERATING BUDGET**

**STUDY SESSION**

**AGENDA\***

Wednesday, May 18, 2005 (Cont'd.)  
8:00 am – 12:00 pm, Council Chambers  
1:00 pm – 5:00 pm, Council Chambers

Discussion of Operating Budget by City Service Area (Cont'd.)

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**Strategic Support (Cont'd.)**

2. Core Services (Cont'd.)

Plan, Design and Construct Public Facilities  
and Infrastructure (*Public Works*)

Provide Enterprise Technology Systems and Solutions  
(*Information Technology*)

Purchasing and Materials Management (*Finance*)

Revenue Management (*Finance*)

Support Departmental Technology Services (*Information Technology*)

Training and Development (*Employee Services*)

Strategic Support (*All Departments*)

3. <u>Mayor, City Council and Appointees</u>	VII-575 – VII-649
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4. <u>City-Wide</u>	VII-651 – VII-654
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<b>Compensation Impact Contingency Plan</b>	XII-1 – XII-23
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**City Auditor Recommendations**

**Fees and Charges**

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